
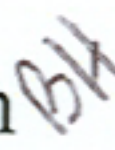




INDIANA
WORKFORCE
DEVELOPMENT

TO: Workforce Investment Board Chairperson
Workforce Investment Board Director
Regional Workforce Board Chairpersons
Regional Operators
Regional Coordinators
Local Veterans' Employment Representatives (LVERs)
Disabled Veterans' Outreach Program Specialists (DVOPs)

FROM: Ronald L. Stiver 
Commissioner

THROUGH: Brooke Huntington 
Deputy Commissioner, Customer Solutions

DATE: July 10, 2006

SUBJECT: DWD Commissioner's Directive 2006-01
Indiana Department of Workforce Development Veterans' Incentive Awards
Program Call for Nominations for Performance during Program Year 2005

Purpose

This directive provides guidance and information on nominating persons for the Indiana Department of Workforce Development Veterans' Incentive Awards Program as established in the Jobs for Veterans Act (Public Law 107-288). The awards are based on performance during Program Year 2005.

References

Title 38, United States Code Section 4112, as amended by Public Law 107-288 and the State Veterans' Program Plan for Program Year 2006

Background

Public Law 107-288 allows states to establish individual performance incentive awards programs for individuals identified as providing quality and exceptional training and employment services to Indiana's veterans. One percent of the state's total veterans' grant budget has been set aside to be used for the incentive awards program. The incentive awards program is intended to motivate employees delivering employment and training services to veterans to seek new and innovative ways to help veterans get the training and placement assistance they need to reach suitable employment.

Eligibility and Award Criteria

It is the expressed intent of Congress that eligibility and selection criteria for performance incentive awards be broad enough in scope to give states maximum flexibility needed to recognize eligible employees who have provided exceptional employment and training services to veterans. Nominees should be individuals who put forth exceptional efforts on behalf of veterans to improve their opportunities for employment. Special consideration should be given to individuals who foster and work to strengthen employment and training partnerships aimed at improving services for veterans.

Eligibility

Individuals eligible to receive incentive awards under this program include Local Veterans' Employment Representatives (LVERs), Disabled Veterans' Outreach Program Specialists (DVOPs), all Wagner-Peyser and Unemployment Insurance funded staff, Workforce Investment Act employees and any other individual selected who provided outstanding employment and training services to veterans in Indiana under an approved service delivery program as defined in Public Law 107-288. Nominees must be individuals and not entities. Federal employees are ineligible to participate in the individual incentive awards program.

Selection Criteria

Award recipients will include two Local Veterans' Employment Representatives, two Disabled Veterans' Outreach Program Specialists and two individuals from the remainder of the state's employment and training service delivery network including the Workforce Investment Act, Wagner-Peyser and Unemployment Insurance programs. Nominations for awards must be based on performance or activities conducted during Program Year 2005, (July 1, 2005 through June 30, 2006). Both objective and subjective criteria will be used to determine award winners. Selection of winners will not rely solely on numerical or performance data. Consideration over numerical data will be given to individuals who demonstrated outstanding outreach on behalf of veterans who have substantial barriers to employment such as homelessness or records of incarceration. Employee attitude, motivation, suggestions for program improvements, and other positive contributions should be given consideration for nomination. Other suggested nomination criteria may include:

1. Outstanding case management of hard-to-serve veterans
2. Number of direct placements
3. Number of Veterans Affairs Chapter 31 placements
4. Outreach activities to community and veteran service organizations
5. Coordination and partnering efforts
6. Job development efforts
7. Participation in local and state activities where employment and training services are provided to veterans
8. Participation in group related veterans' activities
9. Enhancement of training opportunities for veterans
10. Service to veterans above and beyond the scope of the employee's job description

Nomination Process

Nominations for the Veterans' Incentive Awards Program should be limited to one page (8 ½ x 11 paper) per nominee. The nomination shall include the name of the nominee, the nominee's job title, the nominee's office location and phone number, and any numerical data and/or narrative descriptions of accomplishments by the nominee for the program year. Nominations must be approved and submitted by the appropriate Regional Coordinator, Local Office Manager, Workforce Investment Board Director, Regional Workforce Board Chairperson, Regional Operator or Service Provider Manager. More than one nomination per office may be submitted.

Nominations are to be submitted to Mr. George Minix, State Veterans' Coordinator, whose contact information is below. Nominations must be received by the close of business on Friday, July 28, 2006 to be considered for the awards.

Selection Process

The Commissioner of the Indiana Department Workforce Development will appoint a three-member panel to review nominations and select award winners. Two winners will be LVERs, two will be DVOPs, and two will be individuals who provide employment and training services for veterans under the state's approved service delivery systems. Award winners will be contacted by August 9, 2006, and each recipient will be able to identify the charity of the recipient's choice to receive \$5,000 from the Department of Workforce Development on the recipient's behalf. Winners will also receive a plaque during a recognition ceremony at the VetWorking 2006 Conference luncheon in Indianapolis on Wednesday, August 16, 2006.

Questions regarding the Veterans' Incentive Awards Program can be directed to George Minix. We look forward to your participation.

Ownership

George Minix, State Veterans' Coordinator
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Indiana Department of Workforce Development
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Indianapolis, Indiana 46204
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Effective Date

Immediately

Ending Date

August 12, 2006

Action

This information should be made available to all WorkOne personnel.